

Regional AQS Contacts,

Below is the guidance for preparation of the 2007 annual certification letters as was promised recently in our conference call. I believe that copies have also been forwarded to regional office air directors and the designated regional monitoring contacts.

Please see that this information is forwarded to all agencies that need to submit certification letters before July 1, 2008.

Thanks,
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Please distribute to EPA Regional Office personnel who coordinate with monitoring reporting organizations regarding required certification of the accuracy and completeness of ambient air quality data submitted to AQS. This message and attachments may also be circulated to State, local, and tribal monitoring agencies.

From: Lewis Weinstock, Acting Group Leader, Ambient Air Monitoring Group, OAQPS, RTP

This e-mail and its attachment are being provided to assist the annual certification process for 2007 calendar year ambient air data submitted to AQS. By regulation, monitoring reporting organizations are required to certify their data by July 1, 2008. Please note that for 2009 monitoring data, the required date for certification will be May 1, 2010.

The attachment contains 18 questions and answers that explain what is required, by what agencies, etc.

Reporting organizations sometimes find it appropriate to revise data on AQS after submitting the original certification letter and after certification flags in AQS have been set by OAQPS. Any data change that affects the summary statistics in the AMP450 or AMP450NC report automatically removes certification flags for the whole year's data for the affected monitor/pollutant. This feature may not be familiar to newer staff and managers, who may not think to re-submit a certification letter for the amended data set. Keeping data certification flags up-to-date helps data users understand the status of the ambient data. Monitoring agencies should re-submit a

certification letter after making changes to their data. Re-requests need to be signed by the same level official as an original certification letter.

The EPA Regional Offices should review each certification package to make sure that a signed certification letter is included, as well as the AMP450 or AMP450NC report(s) as appropriate and the AMP255 report(s). It will expedite the process if Regional Office staff would review the submission against the monitoring rule as described in the attached questions and answers, and contact the reporting organization promptly to request clarification or re-submission if there are issues. Once the Regional Office feels it has a package that is complete in the view of the Regional Office, forward the package to David Lutz (or confirm that a package sent to him already is complete). David Lutz will use the package to set data certification flags in AQS.

Please forward this e-mail and attachment to the reporting organizations in your Region who will be submitting the certification letter. If you have any questions, please contact David Lutz by e-mail or via the phone number listed in Question 11. Thanks for your help.

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